

Auditing Procedures Report

Issued under P.A. 2 of 1968, as amended and P.A. 71 of 1919, as amended.

Local Unit of Government Type <input type="checkbox"/> County <input type="checkbox"/> City <input type="checkbox"/> Twp <input type="checkbox"/> Village <input checked="" type="checkbox"/> Other		Local Unit Name Ontonagon Housing Commission	County Ontonagon
Fiscal Year End 6/30/07	Opinion Date 3/17/08	Date Audit Report Submitted to State 3/17/08	

We affirm that:

We are certified public accountants licensed to practice in Michigan.

We further affirm the following material, "no" responses have been disclosed in the financial statements, including the notes, or in the Management Letter (report of comments and recommendations).

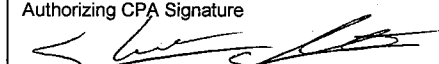
YES NO

Check each applicable box below. (See instructions for further detail.)

1. ☒ ☐ All required component units/funds/agencies of the local unit are included in the financial statements and/or disclosed in the reporting entity notes to the financial statements as necessary.
2. ☒ ☐ There are no accumulated deficits in one or more of this unit's unreserved fund balances/unrestricted net assets (P.A. 275 of 1980) or the local unit has not exceeded its budget for expenditures.
3. ☒ ☐ The local unit is in compliance with the Uniform Chart of Accounts issued by the Department of Treasury.
4. ☒ ☐ The local unit has adopted a budget for all required funds.
5. ☒ ☐ A public hearing on the budget was held in accordance with State statute.
6. ☒ ☐ The local unit has not violated the Municipal Finance Act, an order issued under the Emergency Municipal Loan Act, or other guidance as issued by the Local Audit and Finance Division.
7. ☒ ☐ The local unit has not been delinquent in distributing tax revenues that were collected for another taxing unit.
8. ☒ ☐ The local unit only holds deposits/investments that comply with statutory requirements.
9. ☒ ☐ The local unit has no illegal or unauthorized expenditures that came to our attention as defined in the *Bulletin for Audits of Local Units of Government in Michigan*, as revised (see Appendix H of Bulletin).
10. ☒ ☐ There are no indications of defalcation, fraud or embezzlement, which came to our attention during the course of our audit that have not been previously communicated to the Local Audit and Finance Division (LAFD). If there is such activity that has not been communicated, please submit a separate report under separate cover.
11. ☒ ☐ The local unit is free of repeated comments from previous years.
12. ☒ ☐ The audit opinion is UNQUALIFIED.
13. ☒ ☐ The local unit has complied with GASB 34 or GASB 34 as modified by MCGAA Statement #7 and other generally accepted accounting principles (GAAP).
14. ☒ ☐ The board or council approves all invoices prior to payment as required by charter or statute.
15. ☒ ☐ To our knowledge, bank reconciliations that were reviewed were performed timely.

If a local unit of government (authorities and commissions included) is operating within the boundaries of the audited entity and is not included in this or any other audit report, nor do they obtain a stand-alone audit, please enclose the name(s), address(es), and a description(s) of the authority and/or commission.

I, the undersigned, certify that this statement is complete and accurate in all respects.

We have enclosed the following:	Enclosed	Not Required (enter a brief justification)	
Financial Statements	<input checked="" type="checkbox"/>		
The letter of Comments and Recommendations	<input checked="" type="checkbox"/>		
Other (Describe)	<input checked="" type="checkbox"/>	NA	
Certified Public Accountant (Firm Name) Anderson, Tackman & Co., PLC		Telephone Number 906-774-4300	
Street Address 201 E. Hughitt		City Iron Mountain	State MI
		Zip 49801	
Authorizing CPA Signature 		Printed Name Shane M. Ellison, CPA	License Number 263063

ONTONAGON HOUSING COMMISSION

REPORT ON FINANCIAL STATEMENTS

(with supplemental information)

For the Year Ended June 30, 2007

ONTONAGON HOUSING COMMISSION

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ANDERSON, TACKMAN & COMPANY, P.L.C.
CERTIFIED PUBLIC ACCOUNTANTS

(Regional Firm with Offices in Michigan and Wisconsin)

Principals - Iron Mountain:
David J. Johnson, CPA
Shane M. Ellison, CPA

Member of:
Private Companies Practice Section
American Institute of Certified
Public Accountants

INDEPENDENT AUDITORS' REPORT

Board of Commissioners
Ontonagon Housing Commission
Ontonagon, Michigan

We have audited the accompanying basic financial statements of the business-type activities of the Ontonagon Housing Commission as of and for the year ended June 30, 2007 as listed in the Table of Contents. These basic financial statements are the responsibility of the Commission's management. Our responsibility is to express an opinion on these basic financial statements based on our audit.

We conducted our audit in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free of material misstatements. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the basic financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall basic financial statements presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the basic financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities of the Ontonagon Housing Commission as of June 30, 2007, and the respective changes in financial position and cash flows, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated March 17, 2008 on our consideration of the Ontonagon Housing Commission's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

The Management's Discussion and Analysis on pages 5 through 8 is not a required part of the basic financial statements but is supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Ontonagon Housing Commission's basic financial statements. The Financial Data Schedule is presented for the purpose of additional analysis as required by the U.S. Department of Urban Housing and Development and is not a required part of the basic financial statements. The Financial Data Schedule has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Anderson Tackman & Co. PLLC

ANDERSON, TACKMAN & COMPANY, PLC
Certified Public Accountants
Iron Mountain, Michigan

March 17, 2008

MANAGEMENT DISCUSSION AND ANALYSIS (UNAUDITED)

Our discussion and analysis of the Ontonagon Housing Commission's financial performance provides an overview of the financial activities for the year ended June 30, 2007. Please read it in conjunction with the Commission's financial statements, which begin on page 9.

FINANCIAL HIGHLIGHTS

- Net assets for the entire Commission were \$963,389 for the year ended June 30, 2007 compared to \$1,060,155 for the year ended June 30, 2006.
- The Commission's operating revenues totaled \$299,567 for the year ended June 30, 2007 and \$399,905 for the year ended June 30, 2006, while operating expenses totaled \$432,527 for the year ended June 30, 2007 and \$400,877 for the year ended June 30, 2006.

USING THIS REPORT

This annual report consists of a series of financial statements. The Statement of Net Assets, Statement of Activities, Statement of Revenues, Expenses and Change in Net Assets, and the Statement of Cash Flows (on pages 9 to 12) provide information about the activities of the Commission as a whole and present a longer-term view of the Commission's finances.

REPORTING THE COMMISSION AS A WHOLE

Our analysis of the Commission as a whole begins on page 9. One of the most important questions asked about the Commission's finances is "Is the Commission, as a whole, better off or worse off as a result of the year's activities"? The Statement of Net Assets, Statement of Activities, Statement of Revenues, Expenses, and Change in Net Assets, and the Statement of Cash Flows report information about the Commission as a whole and about its activities in a way that helps answer this question. These statements include *all* assets and liabilities using the *accrual basis of accounting*, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid. These two statements report the Commission's *net assets* and changes in them. You can think of the Commission's net assets – the difference between assets and liabilities – as one way to measure the Commission's financial health, or *financial position*. Over time, *increases or decreases* in the Commission's net assets are one indicator of whether its *financial health* is improving or deteriorating. You will need to consider other non-financial factors, however, such as changes in the population of low income and elderly individuals.

In the Statement of Net Assets, Statement of Activities, Statement of Revenues, Expenses, and Change in Net Assets, and the Statement of Cash Flows the Commission's activities are reported as business-type activities:

- Business-type activities – The Commission charges rent to tenants to help cover all or most of the costs of services it provides.

REPORTING THE COMMISSION'S MOST SIGNIFICANT FUNDS

Our analysis of the Commission's major activities begins on page 9. The financial statements provide detailed information on all of the Commission's activities. The Commission uses proprietary funds to account for its activities. The method of accounting for proprietary funds is explained below.

- *Proprietary funds* – The Commission charges tenants rent for the housing services it provides and these services are reported in a proprietary fund. Proprietary funds are reported in the same way for its activities and are reported in the Statement of Net Assets and the Statement of Revenues, Expenses, and Change in Net Assets.

THE COMMISSION AS A WHOLE

The Commission's combined net assets for the year ended June 30, 2007 decreased \$(96,766) from the year ended June 30, 2006.

Table 1

NET ASSETS

	June 30,	
	2007	2006
Assets		
Current assets	\$ 256,804	\$ 315,489
Capital assets (net)	742,675	796,742
Total assets	999,479	1,112,231
Liabilities		
Current liabilities	28,794	45,893
Noncurrent liabilities	7,296	6,183
Total liabilities	36,090	52,076
Net Assets		
Invested in capital assets, net of related debt	742,675	796,742
Unrestricted	220,714	263,413
Net Assets	\$ 963,389	\$ 1,060,155

Net assets of the Commission stood at \$963,389 for the year ended June 30, 2007 compared to \$1,060,155 for the year ended June 30, 2006. Unrestricted net business assets were \$220,714 for the year ended June 30, 2007 compared to \$263,413 for the year ended June 30, 2006. In general, the Commission's unrestricted net assets are used to fund operations of the Commission. The decrease in current assets was largely due to a \$44,170 decrease in cash and a \$14,636 decrease in accounts receivable – HUD other projects. The decrease in current liabilities was largely due to a \$17,825 decrease in accounts payable.

Table 2**CHANGE IN NET ASSETS**

	Year Ended June 30,	
	2007	2006
Revenues:		
Program revenues:		
Charges for services	\$ 164,104	\$ 152,684
Program grants and subsidies	158,189	259,638
General revenues:		
Other revenues	6,248	6,360
Unrestricted investment earnings	<u>7,220</u>	<u>6,043</u>
Total revenues	335,761	424,725
Program Expenses:		
Operating expenses	<u>432,527</u>	<u>400,877</u>
Change in net assets	(96,766)	23,848
Net assets - beginning of period	<u>1,060,155</u>	<u>1,036,307</u>
Net assets - end of period	<u>\$ 963,389</u>	<u>\$ 1,060,155</u>

BUSINESS – TYPE ACTIVITIES

Revenues for the Commission totaled \$335,761 for the year ended June 30, 2007 compared to \$424,725 for the year ended June 30, 2006. The Commission's average unit months leased on a monthly basis had increased during the current year. In addition, HUD operating funds and capital funding grants had decreased during the current year. The Commission depends on HUD operating and capital grants to assist in covering its operating expenses. The increase in operating expenses was largely due to a \$8,944 increase in administrative expenses, a \$15,104 increase in utilities, and a \$4,710 increase in maintenance expenses.

CAPITAL ASSETS

Capital Assets

The Commission had \$2,452,619 invested in a variety of capital assets including land, equipment and buildings for the year ended June 30, 2007 compared to \$2,419,612 for the year ended June 30, 2006.

Table 3

CAPITAL ASSETS Business - Type Activity

	June 30,	
	2007	2006
Land and improvements	\$ 364,862	\$ 345,662
Building and improvements	1,930,516	1,900,411
Equipment	157,241	154,044
Construction in progress	-	19,495
Total	2,452,619	2,419,612
Less accumulated depreciation	(1,709,944)	(1,622,870)
NET CAPITAL ASSETS	<u>\$ 742,675</u>	<u>\$ 796,742</u>

The Commission invested \$36,591 in capital assets during the year ended June 30, 2007.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The Commission's appointed officials considered many factors when setting the budget for the fiscal year 2007/2008. The current availability of low income and elderly tenants has been a major contributing factor in establishing the budgeted amounts. In the upcoming year, we do not anticipate any significant change in the occupancy rate and availability of new tenants that will provide any substantial increase in revenues. There continues to be a variety of inflationary cost and expense issues out of the control of the Commission. All of these were taken into consideration during the 2007/2008 budget process.

CONTACTING THE COMMISSION'S FINANCIAL MANAGEMENT

This financial report is designed to provide the readers with a general overview of the Commission's finances and to show the Commission's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Commission's Executive Director, Sally Jarvey, at 100 Cane Court, Ontonagon, Michigan 49953, or call 906-884-2258.

ONTONAGON HOUSING COMMISSION

**STATEMENT OF NET ASSETS
Proprietary Fund**

June 30, 2007

CURRENT ASSETS:

Cash and equivalents	\$ 255,600
Accounts receivable	15
Prepaid expenses	<u>1,189</u>

TOTAL CURRENT ASSETS

256,804

NONCURRENT ASSETS:

Capital assets	2,452,619
Less accumulated depreciation	<u>(1,709,944)</u>

NET CAPITAL ASSETS

742,675

TOTAL ASSETS

999,479

CURRENT LIABILITIES:

Accounts payable	8,134
Accrued liabilities	<u>20,660</u>

TOTAL CURRENT LIABILITIES

28,794

NONCURRENT LIABILITIES

7,296

TOTAL LIABILITIES

36,090

NET ASSETS:

Investment in capital assets, net of related debt	742,675
Unrestricted net assets	<u>220,714</u>

NET ASSETS

\$ 963,389





ANDERSON, TACKMAN
& COMPANY, P.L.C.
CERTIFIED PUBLIC ACCOUNTANTS

ONTONAGON HOUSING COMMISSION

STATEMENT OF ACTIVITIES

For the Year Ended June 30, 2007

<u>FUNCTIONS/PROGRAMS</u>	<u>Program Revenue</u>			<u>Net (Expense) Revenue and Changes in Net Assets</u>
	<u>Expenses</u>	<u>Fees, Fines and Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>
BUSINESS-TYPE ACTIVITIES:				
Public Housing	\$ 432,527	\$ 164,104	\$ 128,380	\$ 29,809

The accompanying notes to the financial statements are an integral part of this statement.

ONTONAGON HOUSING COMMISSION

**STATEMENT OF REVENUES, EXPENSES, AND CHANGE
IN NET ASSETS
Proprietary Fund**

For the Year Ended June 30, 2007

OPERATING REVENUES:

Tenant revenue	\$ 164,104
Program grants-subsidies	128,380
Other income	<u>7,083</u>

TOTAL OPERATING REVENUES	<u>299,567</u>
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OPERATING EXPENSES:

Administration	131,280
Tenant services	344
Utilities	101,649
Maintenance	93,215
General	16,217
Depreciation	<u>89,822</u>

TOTAL OPERATING EXPENSES	<u>432,527</u>
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OPERATING (LOSS)	<u>(132,960)</u>
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NONOPERATING REVENUES AND (EXPENSES):

Capital grants	29,809
Interest income	7,220
(Loss) on sale of fixed assets	<u>(835)</u>

TOTAL NONOPERATING REVENUES AND (EXPENSES)	<u>36,194</u>
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CHANGE IN NET ASSETS	(96,766)
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NET ASSETS, BEGINNING OF YEAR	<u>1,060,155</u>
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NET ASSETS, END OF YEAR	<u>\$ 963,389</u>
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ONTONAGON HOUSING COMMISSION

STATEMENT OF CASH FLOWS
Proprietary Fund

For the Year Ended June 30, 2007

CASH FLOWS FROM OPERATING ACTIVITIES:

Cash received from customers	\$ 164,203
Cash received from grants and subsidies	143,016
Cash payments to suppliers for goods and services	(181,671)
Cash payments for wages and related benefits	(171,289)
Cash payments for payment in lieu of taxes	(5,950)
Other receipts	7,083
	<u>7,083</u>

NET CASH (USED) BY OPERATING ACTIVITIES	<u>(44,608)</u>
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CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:

Capital grants	29,809
Acquisition of capital assets	<u>(36,591)</u>

NET CASH (USED) BY CAPITAL AND RELATED FINANCING ACTIVITIES	<u>(6,782)</u>
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CASH FLOWS FROM INVESTING ACTIVITIES:

Investment income	<u>7,220</u>
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NET CASH PROVIDED FROM INVESTING ACTIVITIES	<u>7,220</u>
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NET (DECREASE) IN CASH AND EQUIVALENTS	(44,170)
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CASH AND EQUIVALENTS, BEGINNING OF YEAR	<u>299,770</u>
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CASH AND EQUIVALENTS, END OF YEAR	<u>\$ 255,600</u>
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**RECONCILIATION OF OPERATING INCOME TO NET
CASH PROVIDED BY OPERATING ACTIVITIES:**

Operating income (loss)	\$ (132,960)
Adjustments to reconcile operating income to net cash provided by operating activities:	
Depreciation	89,822
Changes in assets and liabilities:	
Decrease (Increase) in receivables	14,735
Decrease (Increase) in prepaid expenses	(220)
Increase (Decrease) in accounts payable	(17,825)
Increase (Decrease) in accrued liabilities	<u>1,840</u>

NET CASH (USED) BY OPERATING ACTIVITIES	<u>\$ (44,608)</u>
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The accompanying notes to financial statements are an integral part of this statement.



ONTONAGON HOUSING COMMISSION

NOTES TO FINANCIAL STATEMENTS

June 30, 2007

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

THE REPORTING ENTITY

The Ontonagon Housing Commission (Commission) was formed by the Village of Ontonagon, Michigan under Public Act 18 of 1933 of the State of Michigan. The Commission operates under a Board of Commissioners appointed by the Village of Ontonagon.

The Commission manages 60 units of low rent public housing units of which, for financial reporting purposes, includes all of the activities relevant to its operations.

Component Unit

In evaluating how to define the Commission for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity was made by applying the criteria set forth in GASB Statement #14, *The Financial Reporting Entity* and as amended by GASB Statement #39.

The criteria established by the Governmental Accounting Standards Board for determining the various governmental organizations to be include in the reporting entity's financial statements include budget adoption, taxing authority, funding, appointment of the respective governing board, and scope of public service.

Based on the foregoing criteria, it was determined that there are no component units of the Ontonagon Housing Commission, but the Ontonagon Housing Commission is a component unit of the Village of Ontonagon, Michigan.

The accounting policies of the Commission conform to accounting principles generally accepted in the United States of America. The following is a summary of such significant policies.

BASIS OF PRESENTATION

The Commission presents its financial statements in accordance with Governmental Accounting Standards Board (GASB) Statement No. 34.

Government-Wide Financial Statements:

The Statement of Net Assets, Statement of Activities, Statement of Revenues, Expenses and Change in Net Assets, and the Statement of Cash Flows display information about the Commission as a whole. They include all business-type activities of the Commission. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services.

ONTONAGON HOUSING COMMISSION

NOTES TO FINANCIAL STATEMENTS

June 30, 2007

(Continued)

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

BASIS OF PRESENTATION (Continued)

Proprietary Fund

Proprietary Funds are used to account for operations, (a) which are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

Measurement focus is a term used to describe "which" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

Measurement Focus:

The government-wide Statement of Net Assets, Statement of Activities, Statement of Revenues, Expenses and Change in Net Assets, and the Statement of Cash Flows are presented using the economic resource measurement focus as defined below.

- a. The Commission utilizes an "economic resources" measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net assets, financial position and cash flows. All assets and liabilities, whether current or noncurrent, associated with their activities are reported.

Basis of Accounting:

The Statement of Net Assets, Statement of Activities, Statement of Revenues, Expenses and Change in Net Assets, and the Statement of Cash Flows are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

As allowed by GASB Statement No. 20, the Commission's business-type activity follows all GASB pronouncements and FASB Statements and Interpretations that were issued on or after November 30, 1989, except those that conflict with a GASB pronouncement.



ONTONAGON HOUSING COMMISSION

NOTES TO FINANCIAL STATEMENTS

June 30, 2007

(Continued)

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

ASSETS, LIABILITIES AND NET ASSETS

- a. Cash and Equivalents – The Commission's cash and cash equivalents, as reported in the Statement of Cash Flows and the Statement of Net Assets, are considered to be cash on hand, demand deposits, and short-term investments with maturities of three months or less.
- b. Receivables – All receivables are reported at their gross value and, where appropriate, are reduced by the estimated portion that is expected to be uncollectible.
- c. Due to and Due From Other Programs – Interprogram receivables and payables arise from interprogram transactions and are recorded by all funds affected in the period in which transactions are executed.
- d. Capital Assets – Capital assets purchased or acquired are capitalized at historical cost or estimated historical cost. Donated capital assets are valued at their estimated fair market value on the date received.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Improvements are capitalized and depreciated over the remaining useful lives of the related capital assets.

Depreciation on all assets is provided on the straight-line basis over the estimated useful lives as follows:

Buildings and improvements	10-40 years
Furniture and other equipment	5-10 years

The Commission has adopted a capitalization policy for capital assets of \$500 per item.

- e. Compensated Absences - It is the Commission's policy to permit employees to accumulate a limited amount of earned but unused sick leave and vacation days, which will be paid to employees upon separation from the Commission. The cost of vested sick leave and vacation days are recognized as an expense as earned by the employees.
- f. Equity Classification

Government-Wide Statements:

Equity is classified as net assets and displayed in two components:

- 1. Invested in capital assets – Consists of capital assets, net of accumulated depreciation.



ONTONAGON HOUSING COMMISSION

NOTES TO FINANCIAL STATEMENTS

June 30, 2007

(Continued)

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

ASSETS, LIABILITIES AND NET ASSETS (Continued)

2. Unrestricted net assets – All other net assets that do not meet the definition of “restricted” or “invested in capital assets, net of related debt.”

REVENUES AND EXPENSES

Operating revenues and expenses are those that result from providing services and producing and delivering goods and/or services. It also includes all revenue and expenses not related to capital and related financing, noncapital financing, or investing activities. Expenses are classified by operating and nonoperating and are subclassified by function, such as salaries, supplies, and contracted services.

OTHER SIGNIFICANT ACCOUNTING POLICIES

Interprogram Activity:

As a general rule, the effect of activity between programs has been eliminated from the government-wide statements.

The transfers of cash between the various Authority programs are reported separately from revenues and expenses as operating transfers in or (out), unless they represent temporary advances that are to be repaid, in which case, they are carried as assets and liabilities of the advancing or borrowing program.

Interprogram receivables and payables are eliminated from the Statement of Net Assets.

Budgets and Budgetary Accounting:

Budgets are adopted on a basis prescribed or permitted by the Department of Housing and Urban Development. All annual appropriations lapse at fiscal year end. The Commission follows these procedures in establishing the budgetary date reflected in the financial statements:

1. The Director submits to the Board a proposed operating budget for the fiscal year commencing on July 1st. The operating budget includes proposed expenses and the means of financing them. Prior to June 30th, the budget is legally adopted by Board resolution.
2. Formal budgetary integration is employed as a management control device during the year.
3. The budget has been amended. Supplemental appropriations were made during the year with the last one approved prior to June 30th.



ONTONAGON HOUSING COMMISSION

NOTES TO FINANCIAL STATEMENTS

June 30, 2007

(Continued)

NOTE B - CASH AND INVESTMENTS

Cash and Equivalents

The Commission's cash and equivalents, as reported in the Statement of Net Assets, consisted of the following:

Petty cash	\$ 65
Checking accounts	63,604
Savings accounts	<u>191,931</u>
 TOTAL	 <u>\$255,600</u>

Custodial Credit Risk. Custodial credit risk is the risk that in the event of a bank failure, the Commission's deposits may not be returned. State law does not require, and the Commission does not have a policy for deposit custodial credit risk. As of June 30, 2007, the Commission's cash and equivalents were not exposed to credit risk due to them being fully insured.

NOTE C - CAPITAL ASSETS

A summary of capital assets for the year ended June 30, 2007 is as follows:

	Balance 7-1-06	Additions	Deletions	Balance 6-30-07
Land and improvements	\$ 345,662	\$ 19,200	\$ -	\$ 364,862
Building and improvements	1,900,411	30,105	-	1,930,516
Equipment	154,044	6,780	(3,583)	157,241
Construction in progress	<u>19,495</u>	<u>29,810</u>	<u>(49,305)</u>	<u>-</u>
	2,419,612	<u>\$ 85,895</u>	<u>\$ (52,888)</u>	2,452,619
Accumulated depreciation	<u>(1,622,870)</u>	<u>\$ (89,822)</u>	<u>\$ 2,748</u>	<u>(1,709,944)</u>
Net capital assets	<u>\$ 796,742</u>			<u>\$ 742,675</u>

Depreciation expense for the year was \$89,822.



ONTONAGON HOUSING COMMISSION

NOTES TO FINANCIAL STATEMENTS

June 30, 2007

(Continued)

NOTE D - RISK MANAGEMENT

The Commission is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Commission maintains commercial insurance covering each of those risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to the Commission. Settled claims have not exceeded this commercial coverage in any of the past three fiscal years.

NOTE E - USE OF ESTIMATES

The preparation of financial statements, in conformity with accounting principles generally accepted in the United States of America, requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

NOTE F - VULNERABILITY DUE TO CERTAIN CONCENTRATIONS

The Commission is dependent upon the Department of Housing and Urban Development (HUD) to fund its operations through operating subsidies and capital funding grants. Total revenues for the year ended June 30, 2007 totaled \$335,761 of which \$158,189 or 47.1% was from HUD subsidies and grants.

The operations of the project are subject to rules and regulations of HUD. These rules and regulations are subject to change. Such changes may occur with short notice and could create a lack of funding to pay for operational related costs, including the additional administrative burden to comply with the changes.

NOTE G - PENSION PLAN

The Commission has established a SEP-IRA plan of which the Commission contributes 8% of qualified wages. To be eligible, an employee must have twelve continuous months of service. The Commission contributions to the Plan during the year amounted to \$7,571.





ANDERSON, TACKMAN
& COMPANY, P.L.C.
CERTIFIED PUBLIC ACCOUNTANTS

SUPPLEMENTAL INFORMATION

ONTONAGON HOUSING COMMISSION

FINANCIAL DATA SCHEDULE Proprietary Fund

June 30, 2007

Line Item #	Account Description	Low Rent Public Housing	Public Housing Capital Fund Program	TOTAL
<u>ASSETS</u>				
CURRENT ASSETS:				
Cash:				
111	Cash - unrestricted	\$ 255,600	\$ -	\$ 255,600
100	Total cash	255,600	-	255,600
Accounts receivable:				
126	Accounts receivable - tenants - dwelling rents	15	-	15
126.1	Allowance for doubtful accounts - dwelling rents	-	-	-
120	Total receivables, net of allowances for doubtful accounts	15	-	15
Other current assets:				
142	Prepaid expenses and Other Assets	1,189	-	1,189
150	TOTAL CURRENT ASSETS	256,804	-	256,804
NONCURRENT ASSETS:				
Fixed assets:				
161	Land	39,627	-	39,627
162	Buildings	1,900,411	30,104	1,930,515
163	Furniture, equipment & machinery - dwellings	43,125	-	43,125
164	Furniture, equipment & machinery - administration	114,117	-	114,117
165	Leasehold improvements	306,035	19,200	325,235
166	Accumulated depreciation	(1,707,413)	(2,531)	(1,709,944)
160	Total fixed assets, net of accumulated depreciation	695,902	46,773	742,675
180	TOTAL NONCURRENT ASSETS	695,902	46,773	742,675
190	TOTAL ASSETS	\$ 952,706	\$ 46,773	\$ 999,479

See accompanying notes to financial statements.



ONTONAGON HOUSING COMMISSION

**FINANCIAL DATA SCHEDULE
Proprietary Fund**

June 30, 2007

<u>Line Item #</u>	<u>Account Description</u>	<u>Low Rent Public Housing</u>	<u>Public Housing Capital Fund Program</u>	<u>TOTAL</u>
<u>LIABILITIES AND NET ASSETS</u>				
LIABILITIES:				
CURRENT LIABILITIES				
312	Accounts payable ≤ 90 days	\$ 8,134	\$ -	\$ 8,134
322	Accrued compensated absences - current portion	8,716	-	8,716
333	Accounts payable - other government	5,744	-	5,744
341	Tenant security deposits	6,100	-	6,100
342	Deferred revenues	100	-	100
310	TOTAL CURRENT LIABILITIES	28,794	-	28,794
354	Accrued compensated absences - non current	7,296	-	7,296
350	TOTAL NONCURRENT LIABILITIES	7,296	-	7,296
300	TOTAL LIABILITIES	36,090	-	36,090
<u>NET ASSETS</u>				
508.1	Investment in capital assets, net of related debt	695,902	46,773	742,675
512.1	Unrestricted net assets	220,714	-	220,714
513	TOTAL NET ASSETS	916,616	46,773	963,389
600	TOTAL LIABILITIES AND NET ASSETS	\$ 952,706	\$ 46,773	\$ 999,479

See accompanying notes to financial statements.



ONTONAGON HOUSING COMMISSION

FINANCIAL DATA SCHEDULE Proprietary Fund

For the Year Ended June 30, 2007

Line Item #	Account Description	Low Rent Public Housing	Public Housing Capital Fund Program	TOTAL
<u>REVENUES</u>				
703	Net tenant rental revenue	\$ 163,729	\$ -	\$ 163,729
704	Tenant revenue - other	375	-	375
705	Total tenant revenue	164,104	-	164,104
706	HUD PHA grants	88,202	40,178	128,380
706.1	Capital grants	-	29,809	29,809
711	Investment income - unrestricted	7,220	-	7,220
715	Other revenue	7,083	-	7,083
716	Gain/Loss on sale of fixed assets	(835)	-	(835)
700	TOTAL REVENUE	265,774	69,987	335,761
<u>EXPENSES</u>				
Administrative:				
911	Administrative salaries	61,292	-	61,292
912	Auditing fees	3,100	-	3,100
914	Compensated absences	1,826	-	1,826
915	Employee benefit contributions- administrative	49,626	-	49,626
916	Other operating- administrative	15,436	-	15,436
	Total Administrative	131,280	-	131,280
Tenant services:				
924	Tenant services - other	344	-	344
Utilities:				
931	Water	24,965	-	24,965
932	Electricity	75,712	-	75,712
934	Fuel	972	-	972
	Total Utilities	101,649	-	101,649
Maintenance:				
941	Ordinary maintenance and operations - labor	33,261	-	33,261
942	Ordinary maintenance and operations - materials & other	14,281	-	14,281
943	Ordinary maintenance and operations - contract costs	18,562	-	18,562
945	Employee benefit contributions- ordinary maintenance	27,111	-	27,111
	Total Maintenance	93,215	-	93,215

See accompanying notes to financial statements.



ONTONAGON HOUSING COMMISSION

FINANCIAL DATA SCHEDULE Proprietary Fund

For the Year Ended June 30, 2007

Line Item #	Account Description	Low Rent Public Housing	Public Housing Capital Fund Program	TOTAL
General expenses:				
961	Insurance premiums	10,473	-	10,473
963	Payments in lieu of taxes	5,744	-	5,744
	Total General Expenses	16,217	-	16,217
969	TOTAL OPERATING EXPENSES	342,705	-	342,705
970	EXCESS OPERATING REVENUE OVER OPERATING EXPENSES	(76,931)	69,987	(6,944)
974	Depreciation expense	87,291	2,531	89,822
900	TOTAL EXPENSES	429,996	2,531	432,527
Other financing sources (uses)				
1001	Operating Transfers In	40,178	-	40,178
1002	Operating Transfers Out	-	(40,178)	(40,178)
1010	Total other financing sources (uses)	40,178	(40,178)	-
1000	EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES	\$ (124,044)	\$ 27,278	\$ (96,766)
MEMO account information				
1103	Beginning equity	\$ 1,040,660	\$ 19,495	\$ 1,060,155
1120	Unit months available	720	-	720
1121	Number of unit months leased	715	-	715

See accompanying notes to financial statements.



**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON
COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

Board of Commissioners
Ontonagon Housing Commission
Ontonagon, Michigan

We have audited the financial statements of Ontonagon Housing Commission as of and for the year ended June 30, 2007, and have issued our report thereon dated March 17, 2008. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered Ontonagon Housing Commission's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Ontonagon Housing Commission's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of Ontonagon Housing Commission's internal control over financial reporting.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weakness. We did not identify any deficiencies in internal control over financial reporting that we consider to be a material weakness, as defined above. However, we noted certain immaterial instances of internal control over financial reporting that we have reported to Management of the Ontonagon Housing Commission in a separate letter dated March 17, 2008.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Ontonagon Housing Commission's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON
COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

This report is intended solely for the information of the Board of Commissioners, management and the Department of Housing and Urban Development and is not intended to be and should not be used by anyone other than those specified parties.

Anderson Tackman & Co. PLLC

ANDERSON, TACKMAN & COMPANY, PLC
Certified Public Accountants
Iron Mountain, Michigan

March 17, 2008

ANDERSON, TACKMAN
& COMPANY, P.L.C.
CERTIFIED PUBLIC ACCOUNTANTS





ANDERSON, TACKMAN & COMPANY, P.L.C.
CERTIFIED PUBLIC ACCOUNTANTS

A Regional Firm with Offices in Michigan and Wisconsin

Principals - Iron Mountain:
David J. Johnson, CPA
Shane M. Ellison, CPA

Member of:
Private Companies Practice Section
American Institute of Certified
Public Accountants

February 21, 2008

Board of Commissioners
Ontonagon Housing Commission
Ontonagon, Michigan

Dear Members of the Board:

In planning and performing our audit of the financial statements of the Ontonagon Housing Commission for the year ended June 30, 2007, we considered the entities internal control structure to determine our auditing procedures for the purpose of expressing an opinion on the financial statements and not to provide assurance on the internal control structure.

During our audit we became aware of matters that are opportunities for strengthening internal controls and operating efficiency. The following summarizes our comments and suggestions regarding those matters. This letter does not affect our report dated February 20, 2008, on the financial statements of the Ontonagon Housing Commission.

1. During the review of cash disbursements it was noted that the individual charge slips for the vendor "Carquest" were not attached to the invoice.

Recommendation

The Commission needs to require the maintenance men to turn in ALL individual charges slips from all vendors each month. The executive director should then accumulate those charge slips each month and compare them to the invoice at the end of the month once it is received. The individual charge slips should then be attached to the invoice upon approval for payment.

It is imperative that the executive director enforce this practice and policy with all staff. This procedure should be performed each month so as to verify that the Commission is being charged properly from its vendors.

Ontonagon Housing Commission
February 21, 2008
Page 2

We thank you for the opportunity to be of service. Do not hesitate to contact us if you have any questions. I found your staff to be very cooperative and a pleasure to work with.

Very truly yours,

ANDERSON, TACKMAN & COMPANY, PLC

A handwritten signature in black ink, appearing to read "Shane M. Ellison", written over a horizontal line.

Shane M. Ellison, CPA
Principal